

**CITY OF EL PASO, TEXAS**  
**DEPARTMENT HEAD'S SUMMARY REQUEST FOR COUNCIL ACTION (RCA)**

**DEPARTMENT:**      Parks & Recreation

**AGENDA DATE:**      05/24/05

**CONTACT PERSON/PHONE:**      Parks & Recreation, Norman Merrifield, (915) 541-4333

**DISTRICT(S) AFFECTED:** 5

**SUBJECT:**

**APPROVE:** Temporary Appointment

**BACKGROUND / DISCUSSION:**

These positions enable the department to fulfill the needs of providing recreational services to the youth during the summer through the "Performing Arts" program at Eastwood Recreation Center.

**PRIOR COUNCIL ACTION:**

N/A

**AMOUNT AND SOURCE OF FUNDING:**

Already budgeted for FY/05.

Fund Source: 51510075-16338-51063-UF

**BOARD / COMMISSION ACTION:**

Enter appropriate comments or N/A

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**LEGAL:** (if required) \_\_\_\_\_

**FINANCE:** (if required) \_\_\_\_\_

**OTHER:** \_\_\_\_\_

(Example: if RCA is initiated by Purchasing, client department should sign also)

*Information copy to appropriate Deputy City Manager*

**APPROVED FOR AGENDA:**

**CITY MANAGER:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

[Home](#) > [Develop Workforce](#) > [Recruit Workforce \(GBL\)](#) > [Use](#) > **Job Requisition Data**[New Window](#)**Requisition Data****Job Details****Job Posting****Basic Eligibility****Educ/Experience****Comps/Accomps****Hire****Job Requisition #:** 050545**Status:** ADQ-LST**Status Date:** 05/11/2005

<b>Position Number:</b>	<input type="text" value="00009609"/>	Recreation Leader II(fte.50)	<input type="checkbox"/>
<b>Regulatory Region:</b>	<input type="text" value="USA"/>	United States	<input type="checkbox"/>
<b>Company:</b>	<input type="text" value="CEP"/>	City of El Paso	
<b>*Business Unit:</b>	<input type="text" value="COFEP"/>	City of El Paso Business Unit	
<b>Department:</b>	<input type="text" value="51510075"/>	Eastwood Recreation Center	
<b>Location Code:</b>	<input type="text" value="058"/>	Parks - Eastside Senior Center	
<b>Job Code:</b>	<input type="text" value="961200"/>	Recreation Leader II	
<b>Regular Shift:</b>	<input type="text" value="N"/>		
<b>Salary Administration</b>	<input type="text" value="R"/>		
<b>Plan:</b>			
<b>From Grade/Step:</b>	<input type="text" value="3"/> <input type="text"/>		
<b>To Grade/Step:</b>	<input type="text"/> <input type="text"/>		

**Save** **Add** **Update/Display** **Include History**[Requisition Data](#) | [Job Details](#) | [Job Posting](#) | [Basic Eligibility](#) | [Educ/Experience](#) | [Comps/Accomps](#) | [Hired](#)

Home &gt; Develop Workforce &gt; Recruit Workforce (GBL) &gt; Use &gt; Job Requisition Data

New Window

Requisition Data

Job Details

Job Posting

Basic Eligibility

Educ/Experience

Comps/Accomps

Hire

Job Requisition #: 050545

Status: ADQ-LST

Status Date: 05/11/2005

## Screening Criteria

View All First 1 of 1

\*Level:

Preliminary Screening

Refresh Points

Minimum Qualification %:  Total Points: 15 Required Points: Required Percent:

## Basic Eligibility

Mand

Location:	058	Parks - Eastside Senior Center	Importance:	3-Average
Regular/Temporary:	Temporary		Reg/Temp Import:	3-Average
Begin Date:	<input type="text"/>	End Date	<input type="text"/>	
Full/Part Time:	Part-Time		Full/Part Importance:	3-Average
Desired Start Date:	03/14/2005		Start Date Importance:	3-Average
Standard Hours:	20.00	Work Period:	Std Hours Importance:	3-Average
Willing To Travel:	<input type="checkbox"/>		Travel Importance:	3-Average

Save

Add

Update/Display

Info

Requisition Data | Job Details | Job Posting | Basic Eligibility | Educ/Experience | Comps/Accomps | Hire

[Home](#) > [Develop Workforce](#) > [Recruit Workforce \(GBL\)](#) > [Use](#) > **Job Requisition Data**[New Window](#)**Requisition Data****Job Details****Job Posting****Basic Eligibility****Educ/Experience****Comps/Accomps****Hire****Job Requisition #:** 050546**Status:** ADQ-LST**Status Date:** 05/11/2005

<b>Position Number:</b>	<input type="text" value="00009612"/>	Recreation Leader II	<input type="checkbox"/>
<b>Regulatory Region:</b>	<input type="text" value="USA"/>	United States	<input type="checkbox"/>
<b>Company:</b>	<input type="text" value="CEP"/>	City of El Paso	
<b>*Business Unit:</b>	<input type="text" value="COFEP"/>	City of El Paso Business Unit	
<b>Department:</b>	<input type="text" value="51510075"/>	Eastwood Recreation Center	
<b>Location Code:</b>	<input type="text" value="058"/>	Parks - Eastside Senior Center	
<b>Job Code:</b>	<input type="text" value="961200"/>	Recreation Leader II	
<b>Regular Shift:</b>	<input type="text" value="N"/>		
<b>Salary Administration</b>	<input type="text" value="R"/>		
<b>Plan:</b>			
<b>From Grade/Step:</b>	<input type="text" value="3"/> <input type="text" value=""/>		
<b>To Grade/Step:</b>	<input type="text" value=""/> <input type="text" value=""/>		

Save

Add

Update/Display

Include History

[Requisition Data](#) | [Job Details](#) | [Job Posting](#) | [Basic Eligibility](#) | [Educ/Experience](#) | [Comps/Accomps](#) | [Hired](#)

Home > Develop Workforce > Recruit Workforce (GBL) > Use > Job Requisition Data

New Window

Requisition Data Job Details Job Posting Basic Eligibility Educ/Experience Comps/Accomps Hire

Job Requisition #: 050546

Status: ADQ-LST

Status Date: 05/11/2005

Screening Criteria

View All First 1 of 1

\*Level: Preliminary Screening

Refresh Points

Minimum Qualification %:

Total Points: 15

Required Points:

Required Percent:

Basic Eligibility

Location: 058

Parks - Eastside Senior Center

Importance:

Mand

3-Average

Regular/Temporary: Temporary

Reg/Temp

Import:

3-Average

Begin Date:

End Date

Full/Part Time: Part-Time

Full/Part Importance:

3-Average

Desired Start Date: 03/14/2005

Start Date  
Importance:

3-Average

Standard Hours: 20.00

Work Period:

Std Hours  
Importance:

3-Average

Willing To Travel:

Travel Importance:

3-Average

Save

Add

Update/Display

Print


Requisition Data | Job Details | Job Posting | Basic Eligibility | Educ/Experience | Comps/Accomps | Hired

[Home](#) > [Develop Workforce](#) > [Recruit Workforce \(GBL\)](#) > [Use](#) > **Job Requisition Data**[New Window](#)[Requisition Data](#)[Job Details](#)[Job Posting](#)[Basic Eligibility](#)[Educ/Experience](#)[Comps/Accomps](#)[Hire](#)

Job Requisition #: 050547

Status: ADQ-LST

Status Date: 05/11/2005

Position Number: 00009620 

Recreation Leader II

Regulatory Region: USA 

United States



Company: CEP

City of El Paso

\*Business Unit: COFEP

City of El Paso Business Unit

Department: 51510075

Eastwood Recreation Center

Location Code: 058


Parks - Eastside Senior Center

Job Code: 961200

Recreation Leader II

Regular Shift: N Salary Administration R 

Plan:

From Grade/Step: 3  To Grade/Step:   Save Add Update/Display Include History[Requisition Data](#) | [Job Details](#) | [Job Posting](#) | [Basic Eligibility](#) | [Educ/Experience](#) | [Comps/Accomps](#) | [Hired](#)

Home &gt; Develop Workforce &gt; Recruit Workforce (GBL) &gt; Use &gt; Job Requisition Data

New Window

Requisition Data | Job Details | Job Posting | Basic Eligibility | Educ/Experience | Comps/Accomps | Hire

Job Requisition #: 050547

Status: ADQ-LST

Status Date: 05/11/2005

## Screening Criteria

View All First 1 of 1

\*Level:

Preliminary Screening

Refresh Points

Minimum Qualification %:

Total Points:

15

Required Points:

Required Percent:

## Basic Eligibility

Location:

058

Parks - Eastside Senior Center

Importance:

3-Average

Regular/Temporary:

Temporary

Reg/Temp

Import:

3-Average

Begin Date:

End

Date

Full/Part Time:

Part-Time

Full/Part Importance:

3-Average

Desired Start Date:

03/15/2005

Start Date

Importance:

3-Average

Standard Hours:

20.00

Work Period:

Std Hours

Importance:

3-Average

Willing To Travel:

☐

Travel Importance:

3-Average

Save

Add

Update/Display

Print

Requisition Data | Job Details | Job Posting | Basic Eligibility | Educ/Experience | Comps/Accomps | Hire

[Home](#) > [Develop Workforce](#) > [Recruit Workforce \(GBL\)](#) > [Use](#) > [Job Requisition Data](#)[New Window](#)[Requisition Data](#) | [Job Details](#) | [Job Posting](#) | [Basic Eligibility](#) | [Educ/Experience](#) | [Comps/Accomps](#) | [Hire](#)

Job Requisition #: 050548

Status: ADQ-LST

Status Date: 05/11/2005

Position Number:	<input type="text" value="00009654"/>	Recreation Leader II	<input type="checkbox"/>
Regulatory Region:	<input type="text" value="USA"/>	United States	<input type="checkbox"/>
Company:	<input type="text" value="CEP"/>	City of El Paso	
*Business Unit:	<input type="text" value="COFEP"/>	City of El Paso Business Unit	
Department:	<input type="text" value="51510075"/>	Eastwood Recreation Center	
Location Code:	<input type="text" value="058"/>	Parks - Eastside Senior Center	
Job Code:	<input type="text" value="961200"/>	Recreation Leader II	
Regular Shift:	<input type="text" value="N"/>		
Salary Administration	<input type="text" value="R"/>		
Plan:			
From Grade/Step:	<input type="text" value="3"/>	<input type="text"/>	
To Grade/Step:	<input type="text"/>	<input type="text"/>	

[Requisition Data](#) | [Job Details](#) | [Job Posting](#) | [Basic Eligibility](#) | [Educ/Experience](#) | [Comps/Accomps](#) | [Hired](#)



Home &gt; Develop Workforce &gt; Recruit Workforce (GBL) &gt; Use &gt; Job Requisition Data

New Window

Requisition Data

Job Details

Job Posting

Basic Eligibility

Educ/Experience

Comps/Accomps

Hire

Job Requisition #: 050548

Status: ADQ-LST

Status Date: 05/11/2005

## Screening Criteria

View All

First 1 of 1

\*Level:

Preliminary Screening

Refresh Points

Minimum Qualification %:

Total Points:

15

Required Points:

Required Percent:

## Basic Eligibility

Location:

058

Parks - Eastside Senior Center

Importance:

3-Average

Regular/Temporary:

Temporary

Reg/Temp  
Import:

3-Average

Begin Date:

End  
Date

Full/Part Time:

Part-Time

Full/Part Importance:

3-Average

Desired Start Date:

03/15/2005

Start Date  
Importance:

3-Average

Standard Hours:

20.00

Work Period:

Std Hours  
Importance:

3-Average

Willing To Travel:

☐

Travel Importance:

3-Average

Save

Add

Update/Display

Inc

Requisition Data | Job Details | Job Posting | Basic Eligibility | Educ/Experience | Comps/Accomps | Hire